**SLoAS Formatting Guidelines for Authors Using the Word Template**

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Abstract

The abstract should state briefly the purpose of the research, the principal results and major conclusions. The abstract should be around 200 words long at the most. The abstract should be a single paragraph with no headings, citations and should be written in the form of structure that gives a clear snapshot of the study.

Keywords: Keyword1, Keyword2, Keyword3(Please select a maximum of 6 keywords from the keyword list)

1. How to use the template

Using this template will enable you to prepare your paper in accordance with the instructions for authors for CJAS papers with a minimal amount of manual styling and formatting.

Please read through the following sections for more information on preparing your paper. However, if you use the template you do not have to worry about setting margins, page size, and column size etc. as the template already has the correct dimensions.

* 1. Subsections

Divide your article into clearly defined and numbered sections. Subsections should be numbered 1.1 (then 1.1.1, 1.1.2, ...), 1.2, etc. (the abstract, Acknowledgements, and References are not included in section numbering). Use this numbering also for internal cross-referencing: do not just refer to "the text". Any subsection may be given a brief heading. Each heading should appear on its own separate line.

* 1. Format

Text should be produced within the dimensions shown on these pages; each column 8.47 cm wide with 0.85 cm middle margin, total width of 17.78 cm and a maximum length of 21cm on the first page and 23.5cm on the second and following pages. Make use of the maximum stipulated length apart from the following two exceptions: (i) do not begin a new section directly at the bottom of a page, but transfer the heading to the top of the next column; (ii) you may exceed the length of the text area by *one line only* in order to complete a section of text or a paragraph.

You must use 1.0 (single) line spacing. However, when typing complicated mathematical text, it is important to increase the space between the text lines in order to prevent sub- and superscript fonts overlapping one another and making your printed matter illegible.

All text should be Times New Roman (or Times Roman) with font sizes as follow: Title 16pt, Authors 11pt, Addresses 10pt, Abstract including abstract title 11pt, Keywords 10pt, Body text 10pt, Level 1 headings 10pt bold, Level 2 headings 10pt italic, Level 3 headings 10pt italic no space below, Level 4 headings 10pt italic no space below and text runs on, Footnotes 8pt.

If corrections are made to the printout, run off completely new replacement pages. The contrast on these pages should be consistent with the rest of the paper, as should text dimensions and font sizes.

Research Manuscript Sections for Original Research paper may include Introduction, Material and Methods, Results and Discussion and Conclusion. For the Review articles another may select desired section depending on the nature of article or section of review article may include Introduction, Body, Discussion and Conclusions.

1. Figures and graphs

All illustrations should be clearly displayed by leaving at least a single line of spacing above and below them. Figures and graphs should also be large enough for the figure to be clear. Text within figures must be Times New Roman font, as appropriate for the figure. Font sizes for legends should be 8pt (to be legible). Figure captions should appear below the figure. The captions should be clear and simple and should provide sufficient When placing a figure at the top of a page, the top of the figure should be at the same level as the first text line of the other column. Figure captions should be 8-point Times font, centred with the figure, and have 6pt spacing after and 4pt before the captions. The words “Fig. 1.” should be in bold as shown in the example figure in this document. You can also use one column for large figures (Fig. 2).

If you include figures that have already been published elsewhere, you must obtain permission from the copyright owner(s) for both the print and online format. Please be aware that some publishers do not grant electronic rights for free and that Springer will not be able to refund any costs that may have occurred to receive these permissions. In such cases, material from other sources should be used.



**Fig. 1.** Good quality with clear lettering

1. Tables

Tables should have a title which makes the general meaning understandable without reference to the text. Tables should be presented in the form shown in Table 1, with all text, including title 8pt. Their layout should be consistent throughout. Horizontal lines should be placed above and below table headings, above the subheadings and at the end of the table above any notes. Vertical lines should be avoided. Table borders should be simple ½ point lines (no double or bold lines). The header row of the table should be in bold type, not italic. If a table is too long to fit onto one page, the table number and headings should be repeated on the next page before the table is continued. Alternatively, the table can be spread over two consecutive pages (first on even-numbered, then on odd-numbered page). Table captions should appear above the table. The captions should be clear and simple, although sufficient information should be provided for the table to be understood without further reference to the text. Captions should be 8 point Times New Roman font, centred with the table, and have 6pt spacing before and 4pt after the captions. The words “Table 1” should be in bold as shown in the example figure in this document. The caption should end with a full stop. You can also use one column for large tables (see Table 2).

**Table 1**

Result of experiments.

|  |  |  |
| --- | --- | --- |
|  |  **Title**  |  |
|  | **Method A** | **Method B** |
| A | 6.5 | 0.35 |
| B | 4.1 | 0.05 |
| C | 60.0 | 1.0 |
| D | 6.0 | 0.50 |

1. Equations

Equations should be placed flush-left with the text margin and should be preceded and followed by one line of white. Equations should appear in line with the text, and should be numbered sequentially in parentheses on the right. The equation number should be flush with the right margin. The style “equation” includes a right tab to place the number correctly. For example:

 (1)

The normal size of variables within the equation should be 10 points, with appropriate changes in size for subscripts, superscripts, etc. You may use either Microsoft Equation Editor or the MathType add-on for all math objects in your paper. A math object is any equation or fragment containing mathematical symbols (including Greek characters, superscripts and subscripts) that appears either in-line (in the flow of normal text) like for example  or as a display equation (in its own space between lines of text) like Eq. (1). For long equations, the equation number may appear on the next line. For very long equations, the right side of the equation should be broken into approximately equal parts and aligned to the right of the equal sign.

1. Units

Units and associated symbols must invariably follow SI practice.

**Conflicts of Interest**

Authors must identify and declare any personal circumstances or interests that may be perceived as influencing the representation or interpretation of reported research results. If no conflicts exist, please state that “there are no conflicts to declare” under a Conflicts of interest heading as the last section before your Acknowledgements.

**Acknowledgments**

In this section, you can acknowledge any support given which is not covered by the author contribution or funding sections. This may include administrative and technical support, or donations in kind (e.g., materials used for experiments).

**References**

The references should be brought together at the end of the article. Authors should check whether every reference in the text appears in the list of references and vice versa. The font size for the reference list should be 9pt. Please follow the style in the examples below for Journal references, Books, Edited Books, and Patents.

References are numbered consecutively in the order in which they are first mentioned in the text. Identify references in text, tables, and legends by square bracketed numbers [1], and provide a list of references at the end of the article in numerical order using square brackets for the numbers. Reuse the original number assigned to the reference each time the reference is cited in the text, regardless of its previous position in the text. Insert the citation numbers at the relevant place in the text. As a general rule, reference numbers should be placed inside full stops, commas, colons and semicolons.

When citing multiple references, use commas (without spaces) to separate them. Use an en-dash to join inclusive first and last numbers, e.g. [2,3,4,5,7,10] would be abbreviated to [2–5,7,10].

Journal article

[1] Pelino Mario and Cantalini Carlo 1994 Active and Passive Elec. Comp. 16 69

[2] Wang C, Yin L, Zhang L, Xiang D and Gao R 2010 Sensors 10 2088

Book chapter

[3] Sudesh K and Doi Y 2005 in C Bastioli (ed) Handbook of biodegradable polymers (Shawbury: Rapra Technology Ltd) p 219

Book

[4] Nickel N H and Terukov E 2005 (eds) Zinc oxide—a material for micro- and optoelectronic applications (Netherlands: Springer)

Online document

[5] Thermoset polymer-based capacitive sensors, application sheet. Available: www.honeywell.com (accessed on 11 April 2016)

Conference Proceedings

[6] Pang Y and Lodewijks G 2012 Proceedings of 9th IEEE international conference on networking, sensing and control p 79

Thesis

[7] Andrew N M 2016 Ph D Thesis (St. Louis: Washington University)

Patent

[8] Cashwell, E. *Optical perforating apparatus and system*. EP0021165 A1. 1981-01-07. 1981.

**Author Biographies**

First Author The first paragraph may contain a place and/or date of birth (list place, then date). Next, the author’s educational background is listed. The degrees should be listed with type of degree in what field, which institution, city, state or country, and year degree was earned. The author’s major field of study should be lower-cased. If a photograph is provided, the biography will be indented around it. The photograph is placed at the top left of the biography.

Second Author The first paragraph may contain a place and/or date of birth (list place, then date). Next, the author’s educational background is listed. The degrees should be listed with type of degree in what field, which institution, city, state or country, and year degree was earned. The author’s major field of study should be lower-cased. If a photograph is provided, the biography will be indented around it. The photograph is placed at the top left of the biography.

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**Fig. 2.** You can also use one column for large figures.

**Table 2**

Results of experiments and comparisons.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **Title 1**  |  |  | **Title 2**  |  |
|  | **Method 1** | **Method 2** |  | **Method 1** | **Method 2** |
| A | 6.5 | 0.35 |  | 2.0 | 0.30 |
| B | 4.1 | 0.05 |  | 2 | 0.02 |
| C | 60.0 | 1.0 |  | 50.0 | <0.10 |
| D | 6.0 | 0.50 |  | 2 | 0.10 |
| E | 1.0 | 0.04 |  | 1.0 | 0.05 |
| F | 1.2 | 2.1 |  | 2 | <0.10 |